



**DRAFT  
PLANNING & COMMUNITY  
DEVELOPMENT COMMITTEE**

**MARCH 22, 2010  
MINUTES**

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**I. CALL TO ORDER**

Vice Chair Nancy Backus called the meeting to order at 5:00 p.m. in Annex Conference Room 1 located on the second floor of One Main Building, 1 East Main Street, Auburn, WA. Committee members present were: Vice Chair Nancy Backus and Member Rich Wagner. Chair Lynn Norman was excused.

Staff members present included: Mayor Pete Lewis, Principal Planner Elizabeth Chamberlain, Environmental Protection Manager Chris Andersen, Environmental Planner Jennifer Shih, Development Review Engineer Kim Truong, Museum Director Patricia Cosgrove, Engineering Aide Amber Mund, Assistant City Attorney Steve Gross, Finance Director Shelley Coleman, and Planning Secretary Renee Tobias.

Audience members included Wayne Osborne, Mara Heiman, Laura Moser, and Susan Robinson.

**II. ANNOUNCEMENTS AND AGENDA MODIFICATIONS**

There were no announcements or agenda modifications.

**III. CONSENT AGENDA**

**A. Minutes – March 8, 2010**

Member Wagner moved to approve the minutes as presented; Vice Chair Backus concurred.

MOTION CARRIED UNANIMOUSLY 2-0

**IV. ACTION**

**A. Resolution No. 4584 – Grant Agreement for Fenster Levee Setback & Floodplain Restoration II**

Environmental Planner Jennifer Shih distributed an aerial view map outlining the Fenster Levee Setback Phase II project. The City's Fenster Levee Setback & Floodplain Restoration II project was approved for the full funding request of \$304,103 by the Salmon Recovery Funding Board on December 10, 2009. The following are key presentation points:

- The City received a grant agreement from the Washington State Recreation and Conservation Office on March 8, 2010. The grant has a local sponsor match requirement of \$53,665 (15 percent).

- The City has identified \$35,000 in Storm Funds for a portion of this 15% match requirement. King Conservation District has authorized \$200,000 for this project, of which \$18,665 will be used for remainder of the match requirement.
- The area between the levee setback and Green River is largely forested with several small wetlands and will be left undisturbed. There may be a chance to have passive recreational opportunities providing access to the river, but there is no intention of creating formal recreational facilities.

Member Wagner moved to forward Resolution No. 4584 to full Council for approval; Vice Chair Backus concurred.

MOTION CARRIED UNANIMOUSLY 2-0

**B. Ordinance No. 6295 – Amendment of Floodplain and Flood Hazard Regulations (Flood Hazard Areas) and referenced in Titles 14, 16, 17 & 18 of Auburn City Code**

Environmental Protection Manager Chris Andersen presented this ordinance, with the assistance of Environmental Planner Jennifer Shih, and Assistant City Attorney Steven Gross. Mr. Andersen reviewed the timeline of reviews completed by city staff, City Council and FEMA staff, as found in the agenda packet.

The following are the six areas that were different from the city proposed ordinance and FEMA's model ordinance:

1. Amended to change "adverse impact" to "adverse effect". FEMA introduced adverse effect and provided a lengthy definition taken from the Endangered Species Act (ESA) consultation handbook.
2. Amended to require that applicants' document that they will apply for all required State and Federal permits and approvals. Prior to the City issuing a Certificate of Occupancy, the applicants must provide copies of these permits or letters from agencies stating the permit is not required.
3. Modified requirement for new lots in regulatory floodplain to be set aside for open space from "shall" to "should".
4. Previous requirement was that there could be no increase in storm water volume or rate leaving the site as a result of the development as compared to predevelopment conditions. Requirement has been changed to add "or that such impact shall be mitigated".
5. Clarified that the Biological Assessment/Evaluation must be compliant with Section 7 of the ESA, or applicant can demonstrate that the development is part of a Habitat Conservation Plan or follows Section 4(d) of the ESA in lieu of preparing a Habitat Impact Assessment.
6. The revised model ordinance defines removal of substantial vegetation as 5% or more of the portion of the lot within the regulatory floodplain – not the entire lot.

Member Wagner moved to forward Ordinance No. 6295 to full Council for approval; Vice Chair Backus concurred.

MOTION CARRIED UNANIMOUSLY 2-0

**V. DISCUSSION and INFORMATION****A. Mary Olson Farm Restoration**

Development Review Engineer Kim Truong and Museum Director Patricia Cosgrove presented this item. The following are key presentation points:

- This is the first phase of a 2-phase project, which consists of the design, assembling bid documents, award and construction of a new parking lot for the Mary Olson Farm.
- The second phase of this project will complete the restrooms and other site enhancements, including parking lot lighting. Completion is anticipated in 2012 or when funding is available.
- A project increase of approximately \$23,290 within the 321 fund/account may be necessary; however it is intended to bid the project with additive bid items that can be removed to reduce the project cost to the available budget. Additional \$17,000 is included in Item V.C. - Budget Amendment #5.
- The trail is open and is similar in size to a small one-lane road made of dirt and grass. Fundraising efforts are under way to allow for minor improvements so the trail is not slippery during inclement weather.

**B. Resolution No. 4582 – Right-of-Way Vacation Number V3-09**

Engineering Aide Amber Mund presented this item stating that the City has received a petition signed by owners of at least two-thirds of the property abutting right-of-way in the vicinity of 18<sup>th</sup> St NE between I St NE and M St NE and adjacent to parcel No. 0001000083. The following are key presentation points:

- The applicant proposes to place a 3000(+/-) square foot community building for their residents farther from the existing housing units and possibly widen the building for a more efficient layout of the interior.
- The application has been reviewed by City staff, other jurisdictions and utility purveyors who have an interest in this right-of-way. City staff has determined that the right-of-way is no longer needed to meet the needs of the City and that a public hearing should be set to determine if said right-of-way may be vacated.
- Resolution No. 4582, if adopted by City Council, sets the date of the public hearing for Right-of-Way Vacation #V3-09 for May 3, 2010.

**C. Ordinance No. 6299 – Budget Amendment No. 5**

Finance Director Shelley Coleman presented information on the Budget Amendment No. 5, noting that the main focus is to carry forward capital expenditures and the corresponding revenues. The grant revenues and associated department expenditures were summarized in the agenda packet.

**D. PCDC Status Matrix**

The Mary Olson Farm will be added to the Capital Facilities Planning (Long Range Planning) section of the matrix.

VI. ADJOURNMENT

There being no further business to come before the Planning and Community Development Committee, Vice Chair Backus adjourned the meeting at 5:39 p.m.

APPROVED THIS \_\_\_\_\_ DAY OF APRIL 2010.

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Lynn Norman, Chair

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Renee S. Tobias, Planning Secretary